

**The Kentucky Board of Licensure for  
Marriage and Family Therapists**  
**February 26, 2015**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on February 26, 2015.

**Board Members Present:**

Ms. Mary Badami, Chair  
Mr. Brien Hill  
Ms. Jane Prouty  
Ms. Mary Ellen Yates  
Ms. Carolyn Miller-Cooper  
Ms. Marie Ruf  
Ms. Karen Westbrooks

**Occupations and Professions:**

Gordon Slone, Executive Director of O&P  
Marcia Egbert, Board Administrator  
Amy Parker, Board Administrator

**Office of the Attorney General:**

Michael Head

**Guest**

Dwight Trabue

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The February 26, 2015 meeting was called to order by Board Chair, Mary Badami at 1:11 p.m.

The Board reviewed minutes from the January 22, 2015 Board meeting. Jane Prouty made a motion to accept the minutes with the requested revisions. Brien Hill seconded the motion. The motion passed unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2014 through January 31, 2015. The Board asked for clarification on E361, E362 and E363 pertaining to in-state and out-of-state travel expenses. Marcia Egbert will contact the Fiscal Department for an explanation and report back at the next meeting. No further action taken.

**O&P Report**

Executive Director Gordon Slone introduced the new addition of Michael Head as Board Attorney, a former hearing officer with the Office of the Attorney General's Administrative Hearings.

Mr. Slone reminded the Board members and visitors that parking for O&P is located across the street in the shopping center lot. Parking between O&P and the Department of Insurance is for employee and delivery parking only. The adult care agency next to O&P has issued warnings that violators will be towed.

Mr. Slone informed the Board that he has had several meetings with the Cabinet, Lt. Governor, Chief of Staff of the Governor and COT in regard to the Online License Renewal/Database Project. There has been some improvement and Mr. Slone apologized again to the Board about the supervisor list not being completed on time. He stated that trainings from COT are being scheduled for the near future.

Mr. Slone reminded the Board that it is the second year of the biennia of the budget and the Memorandum of Agreement will need to be signed before July 2015. It is the same as last year. He also stated that the planning for the next two year budget will begin in the fall of 2015. He recommended that Boards think about items that may be included in the next budget and to consider only sending one or two people to any conferences to bring back information for the rest of the Board and cut down on expenses.

Mr. Slone stated that Robin Vick, the new Administrative Section Supervisor, has returned from maternity leave and has begun her duties.

### **Attorney Report**

Michael Head stated that he would report during the Complaint section of the meeting.

### **Old Business**

Responses to all correspondence completed following the last Board meeting held on January 22, 2015 is indicated by the name and "Complete." Copies of the responses are included in the Board Member packet. All items that were completed that required no further action following the last meeting have been deleted. Items that were tabled from the last meeting and discussed with action taken today are reported below:

#### **a. Board Member Reports/Tasks -**

1) CEU fee – The CEU Committee proposed that the Board set a fee of \$50 for a single application; \$150 for a single application with multiple dates for a 12 month period and \$300 for Conventions. After discussion, Ms. Badami formed a committee to create the proposed regulation language and forms and report back to the Board at the next meeting.

2) Exam – Mary Badami handed out a MFT Exam Limits Summary for review by the Board. She reported that there is a large range of time across the states as to when a licensee has to take the exam and the limit of the number of years a licensee can remain an Associate. Ms. Badami will work on the regulation language and will report back to the Board at the next meeting.

3) Suicide Training – Brien Hill to report at the March meeting.

4) Associate CEU's – Mary Ellen Yates reported that she had contacted AMTRB for information about states that required associates to have CEU's. They were to respond and she had not heard back, but will follow up. Following discussion, Ms. Badami asked if she would check again just to be sure with AMFTRB.

5) Board Organization – To be discussed

**b.** Follow-Up to Stephanie Bouey – Response Sent – Complete

**c.** Follow-Up to Dave Clapper – Response Sent – Complete

**d.** Follow-Up to Ann Catherine Holloway – Response Sent – Complete

**e.** Follow-Up to Jerome Garrison – Response Sent – Complete

**f. Julep Cup for Angela Evans - Ordered**

**New Business**

A renewal received after the renewal date and 90 day grace period was discussed. The license had already been terminated. Ms. Egbert asked if she was to return the fee since the Board did not review the application. Ms. Egbert was instructed to refund the fee and inform the licensee that they would need to reinstate their license to continue practicing as a Marriage and Family Therapist.

Ms. Egbert asked the Board if renewals were sent in after the 90 day grace period and the licensee was to be terminated, which date should be used as the termination date, original or grace period expiration. Ms. Egbert was instructed to use the original expiration date in the cease and desist letter.

An e-mail from Leslie Proasi seeking approval for a deferred CEU, "Collaborative Assessment and Management of Suicide Workshop" was received by the Board. It included an approval from Jan Ulrich for the said training. Ms. Proasi asked that the Board accept the training. After review, the Board made the statement that they will accept any training for CEU's for Suicide Assessment if they include a letter from Ms. Ulrich with her approval until regulations are written to accommodate and meet the requirements for Marriage and Family Therapists.

Mary Ellen Yates made a motion to pay the 2015 annual membership dues for AMFTRB. The motion was seconded by Marie Ruf and was passed unanimously. Ms. Egbert will forward to Fiscal to be paid.

An e-mail was received from Ian Hayzlett, Continuing Education Coordinator for Cross Country Education, requesting that the Board allow ten CEU's previously approved in 2014 that will be presented during the first three months of 2015 be approved under the 2014 approval. They were unaware that they had to be resubmitted each year. The Board discussed the situation and it was decided that they would not be approved for 2015 through Cross County. The Board did say that individual licensees can submit the CEU's for individual approval by filling out an Application for Approval of Continuing Education found on the website and submitting it along with all required documentation to the Board for review/approval. Documentation must include course description, certificate with number of CEU hours, presenter experience including licenses, degrees, source and type.

E-mails were received from Allison Hock and Craig Herink in regard to 201 KAR 32:035 Section 2, supervision of Associates and the requirements to be a supervisor. One of the requirements state that until December 31, 2015 an AAMFT approved supervisor in good standing; an AAMFT supervisor in training; a marriage and family therapist licensed in KY and in good standing with a minimum of five years of experience in the practice of marriage and family therapy; or a person licensed and in good standing with a minimum of five years of experience as a marriage and family therapist in another state and who meets licensure requirements in Kentucky can be a supervisor. Effective January 1, 2016, a board approved supervisor shall be an AAMFT approved supervisor

in good standing who has been licensed in KY for a minimum of five years; an AAMFT supervisor in training who has been licensed in KY for a minimum of five years; or a marriage and family therapist licensed in KY and in good standing with a minimum of five years of experience in the practice marriage and family therapy with the last eighteen months of experience being in Kentucky. The question is: Can a marriage and family therapist who is an AAMFT approved supervisor in supervision, and therefore meets the requirement for board approved supervision through December 31, 2015, but does not yet have five years of licensed experience, will need to stop supervision as of January 1, 2016 or will that person be able to continue as a supervisor as the regulation refers to supervisors beginning after January 1, 2016? The Board's response is that the Board is in the process of filing an emergency regulation change for 201 KAR 32:035 Section 2. Until a new regulation is approved, you must comply with the current regulation. A committee was formed to work on the regulation language and report back to the Board.

Due to circumstances created by the new database system which resulted in a delay in contacting supervisors in regard to their status and in consideration of the consequences to the supervisees, their employers, and the public, the Board reviewed each case for supervision status based on the supervisors attempt to comply or whether they made no attempt to comply with the requirements. The results of the reviews of those supervisors that requested their status as Board or AAMFT Approved Supervisors be granted or reinstated were as follows:

- Megan Moss Salathe – Marie Ruf made a motion to approve status. Karen Westbrooks seconded the motion. Discussion followed. There were two yes votes, one no vote and 2 abstentions. Motion did not pass. Ms. Salathe must provide proof of meeting the requirements (letter, certificate of required training, proof of years as a MFT or AAMFT Supervisor status).
- Megan B. Bartley – Ms. Bartley submitted all required documentation and was approved automatically.
- Young Jo Lee - Marie Ruf made a motion to reinstate Mr. Lee's status. Karen Westbrooks seconded the motion. Motion passed.
- Emma Sterrett – Karen Westbrooks made a motion to reinstate Ms. Sterrett's status. Jane Prouty seconded the motion. Motion passed.
- Elizabeth Walker – Denied - Must submit proof of one hour of supervision training or proof of AAMFT Approved Supervisor.
- Joe D'Ambrosio – Jane Prouty made a motion to reinstate Mr. D'Ambrosio's status. Brien Hill seconded the motion. Motion passed.
- John Morrison – Karen Westbrooks made a motion to reinstate Mr. Morrison's status retroactive back to January 1, 2015. Jane Prouty seconded the motion. Motion passed.
- Donald Nims – Jane Prouty made a motion to reinstate Mr. Nims' status retroactive to January 1, 2015. Mary Ellen Yates seconded the motion. Motion passed.
- Dwight Trabue – Jane Prouty made a motion to approve Mr. Trabue's status upon receipt of proof of one hour of approved Kentucky law and to make it retroactive back to January 1, 2015. Karen Westbrooks seconded the motion.

The motion carried. Jane Prouty also made a motion to allow Mr. Trabue to work as a temporary supervisor pursuant to 201 KAR 32:035 Section 8 for 90 days or until he submits the one hour of Kentucky law and it is approved by the Board. The motion was seconded by Mary Ellen Yates. The motion carried.

Marie Ruf requested that the Board approve travel, per diem, and conference fee for her to attend the conference, "Openness and Transparencies in Professional Regulations: How Much is Too Much" to be held in Raleigh, North Carolina on April 30, 2015. The fee for the training is \$169 that must be paid by March 28, 2015. Karen Westbrooks made a motion to approved Ms. Ruf's request with a maximum expenditure of \$1,000. Brien Hill seconded the motion. The motion carried.

### **Complaints/Other Legal Matters**

- 2014-003 – The Complaint Committee recommended filing a formal complaint and recommended settlement authority for its counsel. Marie Ruf made a motion to accept the recommendation. Mary Ellen Yates seconded the motion. Motion passed unanimously.

- 2014-005 – Pending

- 2014-007 – Pending – The Complaint Committee recommended settlement authority for its counsel. Marie Ruf made a motion to accept the recommendation. Mary Ellen Yates seconded the motion. Motion passed unanimously.

### **Application Review**

Mary Ellen Yates made a motion to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Marie Ruf seconded the motion. Motion carried.

Mary Ellen Yates made a motion to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Marie Ruf seconded the motion which passed unanimously.

### **Associates:**

The following applications for Marriage and Family Therapy Associates were approved: *Nicholas Bloodworth, Vanessa Nicole Jones, Tina N. Parker*

The following applications for Marriage and Family Therapy Associates were deferred: *John T. Hart, Erin Hightower*

The following application for Marriage and Family Therapy Associate was approved with provisions: *None*

The following application for Marriage and Family Therapy Associate was denied: *None*

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Susan Bione-Grevious, Rhea J. Caudill, Kathy R. Houp, Katelyn Tippet*

The following Renewals for Marriage and Family Therapy Associates were approved: *Derek Bowers, David Everett Dillard, Kristen Hamilton, Ricky A. Mattox, Amy Scott*

The following Renewals for Marriage and Family Therapist Associate were deferred: *Susan T. Clark, Michelle Holbrook*

The following Renewal for Marriage and Family Therapy Associate was denied: *Debra Kirksey*

#### **LMFT:**

The following applications for Marriage and Family Therapist were approved: *Melanie Ferguson, Tasha Marie Smith*

The following applications for Marriage and Family Therapist was deferred: *None*

The following applications for Marriage and Family Therapist reinstatements were approved: *Susan Lear, Charles Love*

The following applications for Marriage and Family Therapist reinstatements were deferred: *Jerome Garrison*

The following Renewal Audits for Marriage and Family Therapists were approved: *Carlyn Altman, Karen Knowles, Jesse Patrick Waltz, Karen Westbrooks*

The following Renewal Audit for Marriage and Family Therapists were deferred: *Tanganyika Jones, James D. Landis, Allison B. Leggin, Charles Washam*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

#### **Status Report as of 2/25/2015**

- Active Licensee's for Marriage and Family therapist.....544
- Active Permits for Marriage and Family Therapy Associates.....140
- Total Active Licensees and Permits.....684
- Total Inactive Licensees.....8

#### **Exam Results** - None

The next meeting of the Marriage and Family Therapy Board has been scheduled for March 26, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Marie Ruf made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on February 26, 2014. Mary Ellen Yates seconded the motion. The motion passed unanimously.

Marie Ruf made a motion to adjourn seconded by Mary Ellen Yates. The motion passed unanimously. Ms. Badami adjourned the meeting at 4:03 p.m.

Respectively Submitted:

Marcia Egbert, Board Administrator  
Amy Parker, Board Administrator